

MINUTES

**Governor's Committee
for the Purchase of Commodities and Services
from the Handicapped
P. O. Box 745
Institute, WV 25112**

**September 20, 2000
Small Conference Room
West Virginia Rehabilitation Center
Institute, WV 25112**

ATTENDANCE: ^{Ken Kennedy,} Tim Morris, Chris Miller, Craig Greening, Lee Dixon, Tom Bell, Jack McComas, Janet Johnson, Brenda Bowers, Steve King, Trudy Oliver. Absent from the meeting were Linda Maniak and Curt Curtis.

APPROVAL OF MINUTES: Tom Bell made a motion to approve the minutes. Trudy Oliver seconded the motion. The motion carried.

FINANCIAL REPORT: Ken Kennedy reported the travel expense budget was estimated at \$4,374.15.

REPORT OF CHAIRMAN: Lee Dixon reported that his shop took a hit of \$17,000 on a NISH contract in Elkins, WV. NISH is in the process of setting up a "Performance Based" contract seminar in West Virginia to inform not only NISH participants, but also, GSA employees.

REPORT OF EXECUTIVE SECRETARY: There was no report available. However, issue was taken with Mr. Curtis' continued absences. It was noted that the Committee needed and wanted some representation from the Governor's Office at these meetings. After considerable discussion, it was decided that Trudy would inquire as to either Mr. Curtis' presence at future meetings, or if someone else could be appointed, who would be available to attend the meetings.

REPORT OF WVARF EXECUTIVE DIRECTOR: Steve King reported on the Strategic Planning meeting that was held September 14, 2000 in Institute.

Steve recognized Tim Morris for his efforts in the Mini Trade Show held at Marshall University (MU) with the support of MU's Director of Purchasing. There were 15 WVARF vendor displays to market the college system. Steve indicated that it was a well developed project and is hopeful for immediate and tangible results.

Steve also recognized Craig Greening and Brenda Bowers for their work on the temp renewal contract.

OLD BUSINESS: Chris distributed a chart showing gross revenues of \$8.1 million, and receivables of \$950,380 for the last six months. Report accepted as submitted.

Chris commented that the DHHR janitorial contract has not yet been approved for this fiscal year. The contract expired 6/30/00. Chris also stated that WC monies not paid since June, but there have been no complaints. Lee expressed his concerns that the DHHR contract has not been approved, to date. The Committee accepted Tom's offer to call Virginia Tucker regarding DHHR contract.

NEW BUSINESS: Tom voiced his opinion with the low wages being paid. He feels there is considerable discrepancies. There was much discussion of this issue.

Comments: This is an open market. There is a push to learn current regulations of the law and review them. Need to determine wages based on NISH guidelines instead of labor market. Process of how contracts are negotiated. (It was indicated that Curt did a fair market value.)

Steve stated that the Committee can take the initiative to make necessary steps to rules governing fair market price. It was stated that this Committee again would like to see wages brought up to livable wages to persons under our direction and control.

To accomplish this, Tom made this motion: ***This Committee review the law and rules, and in the process, review how the fair market determination process proceeds, with an eye toward determining new procedures, and raising the wages. Motion seconded by Jack, and motion carried.***

Steve said that the Committee has always worked on increasing wages. In addition to a rule change, he is unsure what it will take to change contract amounts.

CONTRACT PRESENTATION: Craig prepared and distributed reports of renewal contracts, as well as, new contracts. After discussion of some comments that were made, Tom requested a written report on agencies with quality control problems. Jack made the motion to accept the renewal contracts, seconded by Trudy. Motion carried.

ADJOURNMENT: With no further business to discuss, motion made to adjourn, seconded and carried.

The next Governor's Committee meeting is scheduled October 25, 2000 at 10:00 a.m., Institute Complex. The meeting will be in the "C" Building Research and Training Center Conference Room (2nd Floor). Ken will meet everyone in the lobby of the F. Ray Power Building at 9:45 a.m. to lead the way to the conference room.

cc: Janice Holland, Interim Director, Rehabilitation Services

Chairman, Lee Dixon

Members: Tom Bell, Ken Kennedy, Linda Maniak, Jack McComas, Trudy Oliver

Ex-Officio Member: Curt Curtis, Executive Secretary